

TOWN OF WASHINGTON
Utility District Board Meeting
Minutes

Wednesday, February 27th, 2013, 6:00 p.m.
Rutledge Room in the Community Center

DRAFT
UTILITY DISTRICT BOARD APPROVAL

A. AGENDA

B. ROLL CALL: In attendance were Chairman Joel Gunnlaugsson and Supervisors Randy Sorensen, Tom Jordan and Kirby Foss. Liz Holmes was excused.

C. PUBLIC COMMENTS: No public comments were submitted at this time.

D. COMMUNICATIONS:

- 1) Financial Report: There were no questions or comments on the submitted financial report.

E. NEW BUSINESS

1) 2012 Annual Report - Motion by Sorensen, second by Foss to bring forward the Annual Report. Discussion followed addressing the following items:

- Billing: Review of 2012 revenues collected and amounts yet owed including the procedures for collections.
- 2012 Statistics: Gallons pumped were down by 1% from 2011 yet the amount of holding tank gallons spread on the fields was 45%.
- Application for new FAST system: The application for funding was submitted to the USDA. Awaiting approval. The last item to be addressed for the application to the USDA would be the DUNS#/Cage update and validation.
- System Type Choice: The FAST system was recommended by the Engineer to be sited at the Gunnlaugsson property.
- Recommendations: Review of the Final Engineering Report
- Cost Estimates: Projected costs were estimated at \$519,000. The USDA will consider a \$20,000.00 down payment to be set against the total cost, bringing the loan principal to \$499,000.00.

CONTINUED

- J. K. A. 7
UNIVERSITY OF MICHIGAN LIBRARY
- Option for Repayment of Loan: Two options were presented for repayment of the USDA Loan.
 - 1) A Special Assessment cost to all Septic Owners
 - Pros: All owners would contribute; ensures an assured amount of revenue to make a payment.
 - Cons: Incur legal fees for hearings; Limitation to an early payoff; may create a lien against the property, creating a conflict in the case of transfer.
 - 2) Increase the amount per gallon to include the repayment (principle and interest). Currently at .02¢ per gallon. Estimated cost for loan / 2012 gallons pumper = an additional .02¢.
 - Operational Budget: The operational budget would be incorporated into the existing budget to cover both systems.
 - Cost Breakdowns: Some revenue would be realized from outdated services. This can be used toward recalculated operating costs.
 - Headwater Flo-meter system: If the budget allows, this metering system will be implemented to accurately meter, account and bill for all gallons pumped to the system.
 - Additional Comments: A request from the Manager for a special meeting to be held with Peter Hurth, Engineer, Bill Brown and/or Paul Mathieu, WISCAP and any other interested parties; in a public forum so they can answer any of questions from the public and Board.

F. NEXT MEETING: To be announced

G. ADJOURNMENT - Motion by Foss, second by Jordan to adjourn the meeting.
Motion carried unanimously at 6:47 p.m.

Valerie Carpenter, Clerk/Treasurer

Joel Gunnlaugsson, Chairman

Excused

Elizabeth Holmes, Supervisor

Randal Sorensen, Supervisor

Tom Jordan, Supervisor

Kirby Foss, Supervisor